MINUTES FOR THE REGULAR BOARD OF DIRECTORS’ MEETING

October 18, 2016  12:00-1:30 pm
AIA-SWO Octagon, 92 E. Broadway, Eugene

Board Members 2016:

<table>
<thead>
<tr>
<th>Present:</th>
<th>Position:</th>
<th>Name:</th>
<th>Directive:</th>
<th>Initials:</th>
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<tbody>
<tr>
<td></td>
<td>President</td>
<td>Stan Honn, AIA</td>
<td>Internal Affairs</td>
<td>SLH</td>
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<td>Prez-Elect</td>
<td>Katie Hall, AIA</td>
<td>Public Education &amp; Outreach</td>
<td>KH</td>
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<td>Past-Prez &amp; Secretary</td>
<td>Jenna Friebly, AIA</td>
<td>Communications</td>
<td>JLF</td>
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<td>Treasurer</td>
<td>Patrick Hannah</td>
<td>Professional Recognition</td>
<td>JPH</td>
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<td>Associate Director</td>
<td>Kristina Lang, Assoc. AIA</td>
<td>Emerging Professionals</td>
<td>KPH</td>
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<td>ZOOM Director</td>
<td>Seth Anderson, AIA</td>
<td>Extra-Metropolitan Affairs</td>
<td>SA</td>
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<td>Director</td>
<td>Scott Clarke, AIA</td>
<td>Local Affairs &amp; Community Service</td>
<td>SAC</td>
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<td>Director</td>
<td>Mark Donofrio, AIA</td>
<td>Networking &amp; Special Interests</td>
<td>MKD</td>
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<td></td>
<td>Director</td>
<td>(vacant)</td>
<td>Member Programs &amp; Education</td>
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<td></td>
<td>Staff</td>
<td>Kathy Wendland</td>
<td>Administrative Assistant</td>
<td>KW</td>
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Initials indicated within the body of the minutes represent action items by that board member. The Minute report within is not a literal transcript of the meeting.

12:08 Call to Order (SH)

12:08 Anti-trust statement (read by KL)

12:04 Director updates:

1. Local Affairs/Community Service (SC):
   a. Curt W. had an idea that as a statewide exercise AIAO could look at regulations affecting small/tiny houses; Are regulations restricting possibilities in the realm of small houses? Should AIAO work to build a case to remove some of those obstacles?
      i. Also interested in using this as a case study to test the statewide single-chapter system
      ii. Takes Legislative Affairs committee from a reactive entity to a proactive entity
      iii. CoLA has not yet met to discuss this, but they have been commenting/communicating via email
      iv. Local Land Use and State Building Codes are affected
      v. Who should we be able to communicate to? What is the role/capacity of CoLA in this conversation/event planning?
   b. Chapter meeting tomorrow night!!! More below.

2. Professional Recognition (JPH):
   a. No updates on Professional Recognition
b. PCA voting ongoing through the end of the month; displaying projects at the chapter meeting tomorrow night for voting during social hour

c. PCA awards to be announced/handed out at Holiday Party

d. (SC) John Reynolds did not win medal of honor; John does not wish to resubmit next year; Otto Poticha has expressed interest in nomination for next year

3. Public Education & Outreach (KH):
   a. DX presentation in November moving forward; still trying to determine location

4. Emerging Professionals (KL):
   a. Beer:30 preceeding Art Walk; had 8 people, including 2 new ones – someone from Bergsund Delaney and Jan Fillinger’s office; setting was too loud and Friday was not ideal, usually held on a weeknight
   b. Next Beer:30 in December
   c. KL talked to Andrew Scheidt about gingerbread competition; going to skip it this year

5. Communications (JLF):
   a. Volunteer Vouchers – Jenna to send a list around the board as a starting point; going to print as business cards to be distributed to volunteers

   a. Bend Design Conference this weekend
   b. Collaboration with Bend 2030 about the “missing middle” housing solutions
      i. Hired a project manager/analyst for that initiative
   c. Kathy Austin is going to step in next year as the AIA-SWO Extra-Metro Director
      i. Perhaps she can join next board meeting (with Seth, via Zoom)

7. Networking/Special Interests:
   a. (SH) CLT Tour went really well. ~50 ppl on the bus, ~7 joined at the plant from Southern Oregon; Val Glitch’s UO studio joined; lectures on the bus both ways; presentation by Tom Williamson (independent industry expert) at the plant, and tour of the plant/manufacturing process; visited Abacella winery on the way home
      i. Not necessarily to become an annual event, but have been receiving great feedback
      ii. Brought together a really broad range of people/professionals
      iii. People have expressed interest in other shop/manufacturer’s tours
      iv. Sets a great groundwork for a program in Corvallis at the wood research center once it’s built
   b. (SH) Small Firms Group – it seems to have legs; not sure where it’s headed, but going to keep evolving it; next meeting at 2fORM in December, discussing Firm Succession

8. Internal Affairs (SH):
   a. Kathy in attendance at today’s meeting; invoicing/membership/website/etc. tasks are becoming so routine that we can’t imagine what we would do without her
   b. Kathy also maintaining the Octagon schedule

9. Programs/Educations (see below)

12:55 General Business & Action

1. September 20th Minutes are on Wiggio;
   a. Correction that regional leadership conference is in Fairbanks, not Anchorage
   b. **MOTION to approve as amended**, 12:57 pm, Sc motioned, SA seconded; **APPROVED** by all present
2. Financial reports (JPH)
   a. Review of September minutes
   b. No red flags
   c. Lunch & learns are doing well, meeting income expectations
   d. Will have a big bump in income and expenses for Design Annual
   e. Still awaiting some sponsorship money for People’s Choice
   f. A few confusing items in new chart of accounts; Patrick to clarify/fine tune with Stan/Kathy/Susie
   g. Would like to start drafting 2017 budget in the next couple of weeks; JPH to set up a meeting with ex-com
3. October 19 program:
   a. Presentation to start, spearheaded by Larry Gilbert, then break into discussion groups, then regroup for discussion
   b. 17 signed up so far
4. Small Chapter Task Force (SH & SC):
   a. Material for report has been drafted and submitted Fri to the state Ex-Com
   b. PDF is on Wiggio for review, send comments to Stan
   c. Outlines overall strategies, but not specifics about fee structure across the state

1:30 New Business:
1. State Board retreat November 11th
2. Board Orientation – on a Saturday vs. after work, early December
3. Board of Directors slate – KH list sent out last week, hoping for feedback; important for us to make a conscious effort to recruit new people to AIA this year
   a. Patrick, Kristina, & Scott stepping down next year
   b. All interested in continuing to participate in committees next year

1:40 Adjourned

Next meeting time & place: Work Session, Tuesday November 1st @ the Octagon, 12:00-1:30 pm

Minutes respectfully submitted by Jenna Fribery, AIA, Past-President & Secretary AIA-SWO 2016